

TITLE: Fire Lieutenant

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DEPARTMENT: FireREPORTS TO: Fire CaptainSUPERVISES: FirefighterDEFINITION:

Plans, organizes, and supervises the work of firefighters assigned to a station. Directs the activities of fire and aid teams at the scene of a fire or emergency. Oversees the maintenance of equipment, apparatus, and facilities; and assists with administrative assignments.

ESSENTIAL JOB FUNCTIONS-- (Any one position may not include all of the duties listed nor do the listed examples include all tasks which may be found in positions of this class.)

Supervises the operation and activities of assigned fire and emergency aid units on an assigned shift; assures the safety of the crew and apparatus while responding to an emergency. Prepares the station budget based on staffing and resource requirements, cost estimates, and objectives and goals; monitors and documents expenditures.

Oversees the daily operations of assigned personnel. Assigns work and establishes priorities as necessary; participates in annual performance reviews. Resolves difficulties encountered in shift operations. Prepares station log.

Supervises and performs regular equipment tests, checks, and maintenance for all equipment and apparatus. Assures the maintenance of fire station and grounds.

Supervises and participates in fire drills; participates in or conducts classes on fire suppression subjects; develops and conducts training courses.

Enforces policies, procedures, and performance standards to assure efficient and effective services. Maintains systems and records that provide for proper evaluation, control and documentation of assigned operations.

May perform any or all duties and responsibilities of a firefighter on an assigned shift. Determines optimal route and methods in responding to a fire.

OTHER JOB FUNCTIONS

Conducts fire safety inspections for new constructions, existing occupancies, and special hazards. Inspects buildings for code compliance and reports violations.

Responds to public inquiries or complaints regarding fire issues or problems.

Performs other related duties as assigned.

WORKING CONDITIONS:

Work is performed in the fire station while sitting, standing or walking and at emergency sites in varying and extreme weather conditions. When responding to emergencies, employees risk physical hazard from fire, smoke, chemicals and other hazardous materials, falling debris, unstable buildings and extreme heat. Physical exertion is required to climb ladders, pull hoses, move heavy objects, crawl through tight spaces. Physical effort is required to lift materials, equipment, and persons exceeding 50 lbs. May be required to work at heights in excess of 20 feet.

QUALIFICATIONS:Knowledge of:

- Modern methods, techniques, and theories used in firefighting, rescue, and prevention.
- Principles and practices of building safety inspection and code compliance.
- Supervisory principles and practices.
- Fire equipment and apparatus operation, maintenance and repair.
- First aid principles and practices.

Ability to:

- Plan, assign, and supervise the work of firefighters.
- Analyze and interpret complex fire problems and adopt a quick, safe, and effective course of action.
- Communicate clearly and concisely, both orally and in writing.
- Maintain composure and react quickly in emergency situations.
- Maintain physical condition necessary to perform efficiently in emergency situations.
- Establish and maintain effective working relationships with other employees, City officials, and the public.
- Physical ability to perform the essential duties of the job.

Education and Experience -- Any equivalent combination of education and experience which provides the applicant with the knowledge, skills, and abilities required to perform the job. A typical way to obtain the knowledge and abilities would be:

High school diploma or G.E.D., successful completion of the City of Gresham Fire Department Officer Development Program (or equivalent) and three years of firefighting experience.

Licenses, Certificates, and Other Requirements

Valid driver's license

Emergency Medical Technician status

Apparatus Operator I certification

Firefighter II certification

Instructor I certification from the Oregon State Fire Standards Board